

Viota & Associates CPA LLC

(787) 296-9060 | mforteza@viotacpa.com

Invoice #:
202400446Invoice Date
06/26/2024Page
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Bill To:

OFFICE OF THE FPM, LLC1225 AVENIDA JUAN PONCE DE LEON
SAN JUAN, PR 00907

Please pay by

06/26/2024

Invoice Total

\$1,250.00

For professional service rendered as follows:

Accounting Services - 10.00 hours @125 per hour

Date	Staff	Activity	Hours	Units
06/04/24	Forteza, Maria	Accounting Services	0.25	
Prepare check Luis Hidalgo.				
06/04/24	Malave, Adianis	Accounting Services	0.75	
Download Services Invoices to Dropbox, Review Services Invoices, calculated withholdings, invoices in Excel				
06/05/24	Forteza, Maria	Accounting Services	1.00	
ACH Vendor payments - Apri services (1 of 2)				
06/05/24	Malave, Adianis	Accounting Services	4.00	
Review Services Invoices, calculated withholdings, invoices in Excel and Sage, Post Payment Bank Reconciliation, Post Services in PR Pay				
06/06/24	Forteza, Maria		0.50	
2nd Vendor payments and Professional Services withholding deposit				
06/14/24	Malave, Adianis	Accounting Services	1.50	
Download Services Invoices to Dropbox, Review Services Invoices, calculated withholdings, invoices in Excel and Sage				
06/14/24	Forteza, Maria		1.25	
ACH vendor payments - May services (1 of 2)				
06/17/24	Forteza, Maria		0.75	
ACH Vendor payments (2 of 2) + Professional Services withholding deposit. - May Services				
Total Amount				1,250.00

Invoice Total

\$1,250.00

Additional information

Invoices are due upon receipt. Your prompt payment is appreciated.